

Minutes of the Criminal Justice Information Sharing Executive Committee Meeting
Thursday, November 08, 2007, 1:00 pm CDT
Bureau of Criminal Investigation – Main Conference Room
Bismarck, North Dakota 58503

Call to Order: The meeting was called to order by Jerry Kemmet

Executive Committee Members present: Charles Placek – DOCR, , Nancy Walz – Information Technology, Jerry Kemmet – BCI, Paul Hendrickson – Griggs County SO, Keith Witt – Bismarck PD, Daryl Vance – Watford City PD, Dave Kleppe - Highway Patrol

Members absent:, Wade Enget - Mountrail County SA, Russ Timmreck – Department of Emergency Services, Sally Holewa – Supreme Court Department, Julie Lawyer – Burleigh County SA, Pat Heinert – Burleigh County SO

Others present: Pam Schafer, Tamara Schatz, Gordon Christensen, Tina Radenz – CJIS, Cher Thomas – AG, Vaughn Klier – Towner County, James Boehm - State Radio

Agenda

Topic: Approve October 12, 2007 Meeting Minutes

Discussion:

Motion to approve meeting minutes by Nancy Walz; Second by Chuck Placek. Unanimous approval.

Topic: Tina Radenz last day

Discussion:

Tina's last day with CJIS is today. The position is posted and closing date is November 19. Everyone wished her well and that she did an excellent job.

Topic: Nominations for CJIS Executive Committee Vice Chair requested for December meeting

Discussion:

Jerry stated that nominations will be taken at the December meeting and to remember it is a four year commitment as the Vice Chair takes over the Chair's position after the two year service.

Topic: Child Support Enforcement Division (DHS)

Discussion:

Pam and Gordon will be meeting with DHS Tuesday to discuss the letter that DHS had sent in 2006 about interactions with CJIS:

Action:

Charles Placek will attend the meeting since he had been involved in 2006.

Topic: SAVIN Grant Award – Approved by Emergency Commission, Legislative Budget Committee gave the ok to proceed with study, accept grant with the stipulation not to expend grant funds until next Legislative Budget Committee meeting (1st quarter 2008)

Discussion:

The issues and next steps outlined by Nancy Walz were presented to the CJIS Executive Committee in the CJIS Program Status. Nancy posed the question to the committee; is there commitment for the program? Will we get enough support to keep going? Nancy will work with the Judicial Committee. Jerry Kemmet asked Keith Witt if there is support from law Enforcement. Keith Witt felt there was support. Chuck Placek felt we have support as the Judiciary Committee supports and budget support. Jerry asked if this committee is in support of the SAVIN Grant and if so we need to put in resources to the committee. Nancy supports the SAVIN program. Current CJIS staff is short staffed. CJIS has been run operationally at 75% for the past two years. It was suggested to possibly gather requirements from other states to ease

work efforts. Darrell Vance expressed we are losing experience in the CJIS staff and picking up additional workload with the grant. Jerry stated the CJIS Board may be hesitant on the SAVIN grant. Nancy stated we could wait until after the next legislative session. Chuck stated that work would start April 2009 if we wait until after session. He also asked if we have a good feeling on the grant as it will provide for one fte and software licensing. Nancy stated we have to have a strategy and that we would be looking to have resources from work on the project such as ITD, DOCR and AG.

Dave Kleppe felt that the Victim Service Organizations will stand behind SAVIN. Paul felt it is a shared program. Nancy, need to find the problems that exist today. Paul probably not a problem, but coordination needs to be done. Jerry stated it is a worthwhile project. Paul asked if the grant can be extended. Pam stated the grant can be extended 1 year (June 2010). Chuck expressed his desire for a unified JMS system. Paul thought LERMS might be a starting point. Chuck stated the DSI JMS from Appriss, Archonix JMS may be a solution as well as many vendors have interfaces with VINE. Discussion on the where is the majority of the information needed. The information is in the Big 4 (Bismarck, Fargo, Grand Forks, and Minot). We need to get the Big 4 integrated to the CJIS Hub, more information and more volume. Chuck stated the multifunctional nature of SAVIN's may weight and impede CJIS. Jerry stated do a little of everything and not good at anything. He is waiting on a grant to fund sex offender kiosks. Nancy stated in March we can start spending with the approval from the budget committee. Darrell stated that the CJIS program needs more help in the resource area. Nancy stated to put together the SAVIN Governance Committee (user) and the committee would be doing the work to put the plan together. Chucks stated the budget section needs funding numbers by March.

Chuck Placek made the motion to recommend to the CJIS Board to move forward with the SAVIN grant, limit the impact on current CJIS Staff by working with governance board, and testimony will need to be done before the Judiciary Committee on January 8th in support of the SAVIN Grant by various stakeholders. Seconded by Dave Kleppe; unanimous approval.

Executive Committee's Recommendation to the CJIS Board on membership to SAVIN Governance Committee:

Crime Victim Organizations

1. ND CAWS
Shelly Carlson
2. Victim Witness Group
President

DOCR

3. Victim Witness Coordinator – Amy Vorachek

Law Enforcement

4. Burleigh County Sheriff's – Troy Fleck

Jail Management System

5. Stutsman County Sheriff's Office

NDACO

6. Terry Traynor or designee

Prosecutors

7. Morton County

Court Administrator

8. South Central District

Nancy stated she will help with the RFP Process.

Action:

Move forward with the motion

Topic: CJIS Program Status

Discussion:

Monthly status of the CJIS Hub, LERMS, and STARS statistics was presented. Information is available at <http://www.nd.gov/cjis/Committees/Executive.htm>

Topic: CJIS Architecture Overview

Discussion:

Gordon presented on the architecture of CJIS.

Topic: CJIS Strategic Plan

Discussion:

Jeff Swank from ITD's Policy and Planning was present to be a facilitator for CJIS Strategic Planning. He discussed his role as a facilitator. Due to discussion on SAVIN Grant and presentation it was determined it was best to hold Strategic Planning outside of the CJIS Executive Committee Meetings.

Action:

Need to plan a two day time block to devote to strategic plan. Pam will work with the committee and Jeff to come up with time frames to hold a planning session.

Topic: Review CJIS Hub Users

Discussion

None

Meeting was adjourned at 3:15 p.m.